

CLAYTON COUNTY WATER AUTHORITY

Request for Bid

ANNUAL HVAC REPAIR, SERVICE, AND PLANNED MAINTENANCE FOR VARIOUS EQUIPMENT

Bid Opening: Tuesday, September 1, 2015 at 2:00 p.m. (EST)

A D D E N D U M # 1

Dated: August 24, 2015

*Acknowledgment of receipt of this addendum **MUST BE SIGNED AND INCLUDED IN YOUR RESPONSE TO THE RFB.***

REVISIONS:

- 1) Please replace page 1-2.1 with page 1-2.1R provided with this Addendum to update 5th paragraph. Bid opening time is at **2:00 p.m.** (local time), on September 1, 2015.

QUESTIONS:

- 1) 4.3Ad Frequency states that maintenance is every three months, 4.3Bf states the filter change frequency; To clarify, we will do quarterly routine preventive maintenance, but filters will be changed monthly at two facilities, every two months at commercial and every six months at residential?

Answer: Monthly at the Pelletizing and North Mechanical Room at the Casey Facility due to harsh environment, 3 months on residential unit, and 2 months for commercial units.

- 2) The RFB states that it is up to the contractor to make sure the equipment listed is accurate, when can site visits be performed and who would we contact?

Answer: Site visits are allowed on Thursday, August 27, 2015 only, from 8:00 a.m. to 10:00 a.m. at HQ Lobby, 1600 Battle Creek Rd. Morrow Ga. 30260. Contact Mr. Thomas McClain at 678-794-8533.

- 3) For understanding, 4Bb shall consist of repairing or restoring etc.....Are service calls of this nature billable? Or are they included in the overall pricing?

Answer: Included in contract work overall pricing only, extra work will be billable under 4.3b.

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- 4) 4Be Treating water in boilers and cooling towers-there is no boiler or cooling tower listed in the document?**

Answer: That is correct as there isn't any boiler or cooling tower equipment in this RFB.

- 5) If an entire unit needs to be replaced during the contract period, is this considered contractors responsibility, or will this be a part of a competitive bid?**

Answer: Entire unit replacement is not part of this RFB; CCWA will procure entire unit replacement by other means including but not limited to quotes or bids.

- 6) The General Services building at 8890 Roberts Road is also the same address as Pelletizing, does General services also get monthly filter changes?**

Answer: No.

- 7) Should the monthly and annual cost outline in the Bid Form include the cost of maintenance and anticipated repairs on each piece of equipment?**

Answer: Yes, under normal wear and tear. 4.3c

- 8) Who is the incumbent on the previous procurement?**

Answer: Current contract is with L.H.A.C. (Logan Heating and Air Conditioning).

- 9) On the HVAC preventive maintenance bid for various equipment, at the NTS admin building you have an MGM product listed as NEWRTU TCD/20C. Can we get some clarification on what this is?**

Answer: Typo on MGM. This is a Trane Roof Top Unit 3-10 Ton.

SIGNATURE

COMPANY NAME

DATE

Division 1

General Information

Section 2: General Overview - Revised

1.1 Bid Overview

CCWA intends to contract qualified contractors to provide services according to the specifications indicated herewith for a twelve (12) month period, from **November 1, 2015 through October 31, 2016**. By submitting a sealed bid, the bidder must agree to provide all stated services at the bid price for the specified twelve month period per the terms and conditions contained within this bid document. Failure on the part of the successful bidder to honor their bid price may result in any action CCWA deems necessary to remedy the situation.

The successful bidder will be required to execute a contract written by the Authority. Please refer to the sample agreement contained in this document. The contract may be extended for a second one-year and/or third one-year term by mutual consent of both parties with no changes to terms, conditions, and prices.

In submitting this bid, bidder certifies that he/she is qualified to do business in the State of Georgia as required by laws, rules, and regulations or, if allowed by statute, covenants to obtain such qualification prior to bid award. If your company is a corporation, it must be registered with the Georgia Secretary of State.

The contractor's work must conform to any applicable O.S.H.A. and Georgia D.O.T. guidelines.

The bids shall be delivered or mailed to the Clayton County Water Authority (CCWA), located at 1600 Battle Creek Road, Morrow, Georgia, 30260, in a sealed envelope, on or before **Tuesday, September 1, 2015 at 2:00 p.m. (local time)**. The envelope shall be marked "Sealed Bid" and carry the bid title, date, and time of bid opening (refer to General Instructions to Bidders). Any and all bids received after this date and time will be considered unresponsive.

1.2 Bid Evaluation

The contract will be awarded to the lowest responsive responsible bidder whose bid conforms to the RFB specifications, and will be the most advantageous to the Clayton County Water Authority (CCWA). An evaluation will also be performed to ensure bidder complies with the required submittals. Determination of best responsive responsible bidder will be the sole judgment of the CCWA.

In addition, Small Local Business Enterprise (SLBE) participation will be taken into consideration in evaluating this bid. Bid discounts for evaluation purposes